

GRADING, GRUBBING AND STOCKPILING PERMIT PROCEDURES

I. INTRODUCTION:

1. The purpose of this manual is to provide information on general requirements and procedures involved in obtaining a Grading, Grubbing and Stockpiling Permit. The requirements contained herein are based on Ordinance No. 262, An Ordinance Regulating and Controlling Grading, Grubbing, Stockpiling and Soil Erosion and Sedimentation within the County of Kauai.

2. CAUTION ON USE:

A word of caution. Since the information contained herein is brief and is subject to change, the user is expected to consult each agency for additional details as well as the latest amendments or changes.

II. OBTAINING GRADING, GRUBBING AND STOCKPILING PERMIT:

1. Where to Apply:

Division of Engineering, Department of Public Works, County of Kauai, basement - Business Center, County Building Annex, Lihue, Kauai, Hawaii.

2. Office Hours:

7:45 A.M. to 4:30 P.M. Mondays through Fridays except holidays.

3. What to Bring:

- a. **For Grading permit** - three (3) sets of construction plans and specifications. For subdivisions and lands to be subdivided, submit three (3) sets of grading plans and specifications approved by the Planning Director and other County Agencies.
- b. **For Grubbing permit** - three (5) sets of grubbing plans and erosion and sediment control plans. If grubbing is located within the project limits for the grading permit, a grubbing permit is not required.
- c. **For Stockpiling permit** - three (3) sets of stockpiling plans. If stockpiling is located within the project limits for the grading permit, & stockpiling permit is not required.

4. How to Apply:

- a. Obtain appropriate application form from the Division of Engineering.
- b. Present the completed form and applicable submittals to the Division of Engineering. Division of Engineering will review application and submittals.
- c. The permit application and submittals will be routed to the Department of Health for their approval. Upon their approval, the permit and submittals will be ready at the office of the Division of Engineering.
- d. The Division of Engineering will, upon payment of the permit fee and posting of bond, issue the permit, approved job site plans and permit fee receipt.

III. GRADING PERMIT:

1. Information to be shown on Grading Plans.

A. For areas less than one (1) acre or for existing land slope less than 20%.

1. Name and address of the property owner.
2. Address and Tax Map Key of the job site.
3. Lot plan with property lines, dimensions, and total area.
4. Location of all structures, improvements and easements on lot and extending 15 feet into adjacent properties.
5. Existing and finished ground shown by spot elevations or by contour lines, extending 15 feet into adjacent properties.
6. Maximum slope ratio of cut or fill must not exceed Table-A.
7. Minimum set back distance from lot lines. See Table -B.
8. Show limits, of area to be graded.
9. Show existing and new drainage pattern of lot and of adjacent lots affected by this work.
10. Quantities of cut or fill in cubic yards.
11. Description of existing material and fill material.
12. State on plan in cubic yards, waste or import from or to lot, and location of disposal or borrow sites.
13. Estimated starting, and completion dates.
14. Show cross-section as indicated on plan.
15. A soils engineer's report is required for any deviation from height, slope, distance from property line and unusual ground conditions.

Table A

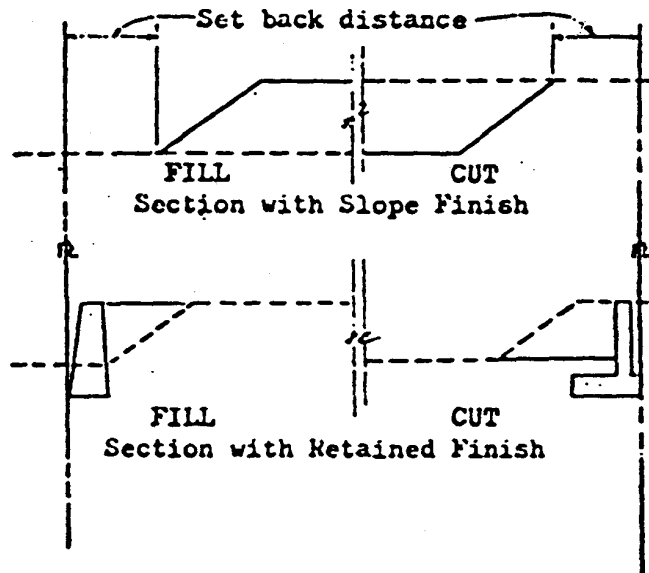
Maximum slope ratio of cut or fill







<u>Horizontal</u>	<u>Vertical</u>	<u>Material</u>
1/2	1	Rock or mud rock
1	1	Decomposed rock
1 - 1/2	1	Stable soil

Fill Slope Ratio		
<u>Horizontal</u>	<u>Vertical</u>	<u>Material</u>
2	1	All types

Table BMinimum set back distance from lot line for cut
or fill slope

Height of cut or fill	Set back distance
0 - 4 feet	2 feet
4 - 8 feet	4 feet
8 - 15 feet	6 feet
15 or more	8 feet



SYMBOLS			
Show Work By	Existing		Finished
Contours Lines	---10---		—10—
Spot Elevation	10		(10)
Water Flow			
Bank or Slope	10 5		Top 10 Bottom 5 
Slope Ratio			
E = Existing Elevation		G = Ground	
F = Finished Elevation		W = Wall	
T = Top		R = Retaining	
B = Bottom		S = Slope	

B. For areas of (1) acre or more or for existing land slope greater than 20%:

1. Information listed under paragraph "A".
 2. Existing and Finished ground contour map prepared by a registered surveyor or engineer.
 3. If graded in increments, show plans for future development.
 4. Permanent and temporary drainage and erosion control plan, calculations and other data as required by County Standards.
 5. Construction operation schedule to accomplish permanent and temporary erosion control work.
 6. An Engineers soils report under the following circumstances:
 - a. On land with slopes exceeding 20%
 - b. In an area with highly plastic or expansive soil
 - c. Where fill is to be placed over a swamp, pond, gully or lake.
 - d. Where the fill material is highly plastic
 - e. Where the fill will support buildings unless otherwise waived by the County Engineer.
 7. The Engineer's soils report shall include:
 - a. Data regarding the subsurface conditions at the site.
 - b. The presence of ground water if detected.
 - c. Recommended limits for the proposed grading.
 - d. Recommended fill material and manner of placing it
 - e. Recommended heights and slopes of cut and fill sections.
2. Grading Permit Fee - See Section 2.4, Permit Fees, of Ordinance No. 262. Where work has commenced or has been accomplished without a permit, the fees specified in Section 2.4 shall be doubled.
 3. Grading Permit Bond - See Section 2.8, Bond, Paragraph "B" of Ordinance No. 262.

IV. GRUBBING PERMIT:

1. Information to be shown on Grubbing Plans.
 - a. Name and address of the property owner.
 - b. Address and Tax Map Key of the job site.
 - c. Lot plan with property lines, dimensions, and total area.
 - d. Location of all structures, improvements and easements on lot and extending 15 feet into adjacent properties.
 - e. Show limits of area to be grubbed.
 - f. Estimated starting and completion dates
 - g. Erosion and sediment control plan
 - h. Statement indicating the disposition of the grubbing material
 - i. The maximum area of land that may be opened for grubbing is 20 acres.
2. Grubbing Permit Fee - See Section 2.4, Permit Fees, of Ordinance No. 262. Where work has commenced or has been accomplished without a permit, the fees specified in Section 2.4 shall be doubled.
3. Grubbing Permit Bond - No Bond required.

V. STOCKPILING PERMIT:

1. Information to be shown on Stockpiling Plans.
 - a. Name and address of the property owner.
 - b. Address and Tax Map Key of the job site.
 - c. Lot plan with property lines, dimensions, and total area.
 - d. Location of all structures, improvements and easements on lot.
 - e. Location of proposed stockpile, quantities, height of stockpile and life of stockpile.
 - f. Location of source of material to be stockpiled and applicable dimensions of the borrow site.
 - g. An Engineer's soils report shall be submitted when stockpiling is for the purpose of surcharging to stabilize or consolidate an area.
2. Stockpiling Permit, Fee - See Section 2.4, Permit Fees, of Ordinance No. 262. Where work has commenced or has been accomplished without a permit, the fees specified in Section 2.4 shall be doubled.
3. Stockpiling Permit Bond - See Section 2.8, Bond, Paragraph "A", of Ordinance No.262.

VI. **CONDITIONS OF GRADING, GRUBBING AND STOCKPILING PERMITS:**

1. Issuance of a Grading, Grubbing or Stockpiling permit shall be deemed to include the right to the County Engineer or his representative to enter upon the property to inspect operations.
2. Hours of operations - 6:00 A.M. to 6:00 P.M. daily except Saturdays, Sundays and holidays and as authorized in writing by the County Engineer.
3. The permittee shall notify the Division of Engineering, Inspection Section, five (5) days before the permittee or his agent begins any grading, grubbing or stockpiling.
4. The permittee or his agent shall notify the Division of Engineering, inspection Section.
5. A final as-built plan shall be submitted to the Division of Engineering, Inspection Section.
6. When work is done with an engineer's soils report, the permittee or his agent shall submit a certification that the work was done in conformity to Ordinance No. 262 and/or the Engineer's soils report.

APPROVED:



AKIRA FUJITA
County Engineer